

Notice: These minutes are paraphrased and reflect the proceedings of the Board of Commissioners. MCA 7-4-2611(2) (b).

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## MONDAY, DECEMBER 16, 2013

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

### NO MEETINGS SCHEDULED

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on December 17, 2013.

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## TUESDAY, DECEMBER 17, 2013

[Audiofile](#)

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

Chairman Holmquist led the Pledge of Allegiance.

### Chairman Holmquist opened public comment on matters within the Commissions' Jurisdiction.

Pam Carbonari, Kalispell Business Improvement District Coordinator read the following letter.



### KALISPELL BUSINESS IMPROVEMENT DISTRICT

December 10, 2013

Flathead County Commissioners  
800 South Main Street  
Kalispell, Mt. 59903

Commissioners,

Beginning in April of 2012 the Kalispell Business Improvement District in coordination with the City of Kalispell held a series of public open houses to begin discussion about way-finding signage for the downtown core.

The purpose of the hearings was to receive input with regards to sign designs, sign placement and messaging. Over 35 community members attended the first series of open house sessions and provided input on the directional sign design for the Wayfinding system. At the second series of open houses the collaborative team of the Kalispell Business Improvement District, The Kalispell Downtown Association, The Kalispell Convention & Visitors Bureau and the City of Kalispell displayed potential directional sign design and again welcomed input on the gateway sign designs, sign placement and messaging. The goals of the project are to:

- Alleviate congestion, particularly at decision points along US 93 and US 2
- Reduce sign clutter
- Provide cohesive look and feel
- Strengthen community identity
- Show pride in the city
- Invite visitors and residents to explore and discover Kalispell
- Direct visitors to places where they can spend their time and money

After significant time we have now reached the time of fabrication and installation. Part of our design was to replace the traditional State of Montana Highway Department brown Historic District sign with signage unique and more appealing to Kalispell traveling public.

The KBID is requesting permission to install our new sign on your property behind the Historic Courthouse complex Juvenile Detention Facility. This sign would be directed towards the traffic traveling north into Kalispell and would replace the small MDOT historic sign on the light pole immediately in front of the Court house. We have been informed that this is MDOT right of way and we will also be pursuing approval from MDOT.

With this letter we are requesting your approval for the installation of the sign on your lawn. If I can answer any questions, please do not hesitate to ask. We appreciate your timely response to our request.

Thank you.

Sincerely,

Pam Carbonari  
Coordinator  
Kalispell Business Improvement District

**TUESDAY, DECEMBER 17, 2013  
(Continued)**



General discussion was held relative to placement of the historical sign.

**No one else rising to speak, Chairman Holmquist closed the public comment period.**

**MONTHLY MEETING W/ MARK CAMPBELL, FAIRGROUNDS**

**9:00:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Fairground Operations Manager Mark Campbell, Clerk Kile

Campbell summarized the following monthly report with the commission.

**Current Projects**

- Grandstand re-roofing project – contract has been negotiated and finalized with Architects Design Group PC. Check set of drawings scheduled for January 17<sup>th</sup>, final drawings February 7<sup>th</sup> with a construction bid release immediately following.
- Release of RFP for engineering services on infrastructure design set for December 17th. Proposals will be due January 16<sup>th</sup>.
- Review of Horse Barn K found all but 1 upright support post rotted beyond repair at ground level. The building has been brought down for safety purposes. Review of Barn J will begin later this week and continue as needed.
- Event activity and snow removal has filled the remaining work hours.

**NW Montana Fair & Rodeo**

- Attended International Fairs Conference week of 12/9-12. Excellent programs and training. Reviewed 2 different Point of Sale systems that would increase efficiency and accountability with office sales.
- Fair was recognized by WPRA and Justin Boots for Montana Circuit “most improved footing” in the arena
- Review process of Fair Food Concessionaires is beginning. Establishing guidelines, procedures, and eligibility standards for non-profit/for-profit groups. Hope to resolve some minor issues and set in place long-term consistency for operations.

**Fairgrounds**

- Event use is exceptionally high in February - April.

**Upcoming Events and Activities**

- 4H Shooting Sport – Mondays and Thursdays through March 5<sup>th</sup>
- Fair Commission meeting – Jan 9<sup>th</sup>
- Sports Connection Gun Show – Jan 10-12<sup>th</sup>
- Indoor Soccer practice begins – Mondays and Tuesday - Jan 13<sup>th</sup>
- Roller Derby bout – Jan 18<sup>th</sup>
- Flathead Gymnastics Invitational – Jan 25<sup>th</sup>
- Shooting Sports MT Tournament – Jan 25<sup>th</sup>

**QUARTERLY MEETING W/ DEBBIE PIERSON, GRANT WRITER**

**9:15:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, Clerk Kile

Pierson met with the commission and presented a brief overview on the Bigfork Stormwater project; DEQ 319 Grant; finalizing the Community Forest Grant; Intermountain CDBG Grant; Economic Development Grant; Planning Grant for evaluations of Senior Centers; community needs assessment grant public meeting was held in collaboration with several groups; ADA inventory and transition plan to inventory county buildings.

**DOCUMENT FOR SIGNATURE: ADG CONTRACT/ PAR GATEWAY COMMUNITY CENTER CDBG GRANT**

**9:21:31 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, Sherry Stevens, Clerk Kile

Pierson reported the contract is with ADG to complete a preliminary architectural report on the Gateway Community project. She noted ADG sub-contracted with Morrison & Maierle to do a portion of the work on the environmental checklist.

Commissioner Krueger made a **motion** to approve the document for signature/ ADG contract PAR Gateway Community Center. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.



**TUESDAY, DECEMBER 17, 2013  
(Continued)**

**PUBLIC HEARING: EVERGREEN ENTERPRISE ZONING OVERLAY**

**9:30:34 AM**

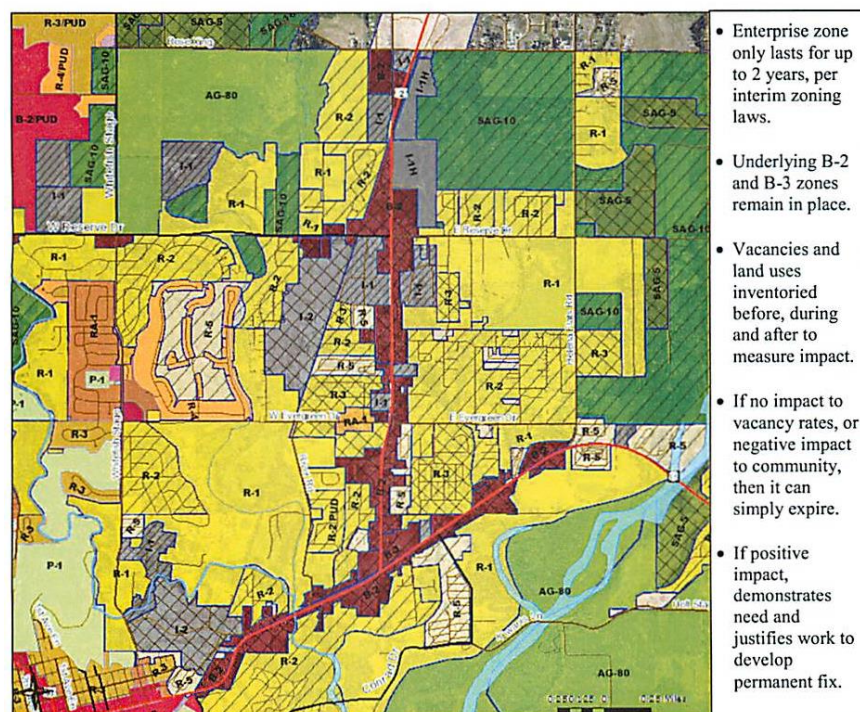
Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planning & Zoning Director B. J. Grieve, Deputy County Attorney Tara Fugina, Deputy County Attorney Caitlin Overland, Penny DePaul, Randy DePaul, Bev Ferris, Darlene Jump-Rauthe, Pam Bollinger, Stuart J. Green, Chuck Wilhoit, Marie Eddie, Craig Witte, Darla Harmon, Andy Hyde, Gary Mahugh, Mark Weed, Barry Ultican, M. McCracken, Ardis Larsen, Jeff Larsen, Clerk Kile

Grieve summarized the request by the Evergreen Chamber of Commerce to create overlay zoning in Evergreen. He explained the change would allow a variety of light industrial uses in addition to commercial business zones along Highway 2 and Highway 35 corridors to be in place for two years as interim zoning. The change would run along both sides of Highway 2 from the Kalispell city limits north to Rose Crossing, and along Highway 35 to the intersection with Helena Flats Road.

**Evergreen Enterprise Zone Overlay**

Use interim zoning laws (76-2-206 M.C.A.) to temporarily overlay this use (taken from the I-1 and I-1H zones) as an additional permitted use on B-2 and B-3 zones along the highway corridors in Evergreen:

25. *Light assembly and manufacturing, fabrication and processing, repairing, packing, storage facilities, warehousing and distribution of products and equipment provided that such uses do not produce objectionable impacts beyond the lot lines and do not involve materials that are explosive, hazardous or toxic. Examples of such uses would include but are not limited to the following:*
- A. *Automobile, bus, truck, boat and equipment washing, detailing, repairing, service and storage.*
  - B. *Manufacture of products such as clothing; furniture; fabricated wood, glass, plastic and metal products; leather and leather goods; medical, dental and optical products and equipment; and boat building.*
  - C. *Processing and manufacturing of food such as baked goods, dairy products, alcoholic beverages and beverage manufacturing and bottling.*
  - D. *Repair of equipment and consumer items such as appliances, clocks and watches, lawn and garden equipment, computers, televisions, shoes, and furniture.*
  - E. *Storage and warehousing such as mini-storage, boat and vehicle storage.*



**Chairman Holmquist opened the public hearing to anyone wishing to speak in regards to the Evergreen Enterprise Zoning Overlay proposal.**

B.J. Lupton, 704 Country Way said he owns Snappy's Sports Center and the real estate it sits on. He stated he has been deeply involved in the Evergreen community forever, and also spoke on behalf of the Evergreen Chamber of Commerce as President of the chamber. He said he vigorously supports the proposal/ idea and explained that the board of eight unanimously believes in the concept and took it to the chamber membership; when put to vote 98% were in favor of the proposal. Lupton stated he only sees possibility and no risk, and that it is wise to go for one year, see where they are, and then go for another year if necessary to see where they are. He pointed out all the infrastructure and safety measures are already there and they have the teeth of county ordinances to enforce this.

Darlene Jump-Rauthe, 687 Scenic Drive spoke in support of the proposal.

T.J. Wendt, 2129 Hwy. 2 East concurred with Mr. Lupton's comments. He said this would be a win for the Evergreen community as a whole in the process. He stated it would also be a win for Flathead County. He spoke about the outlying communities work in their community and explained this would be an opportunity for Evergreen to pull their weight and do their share in helping the county in uncertain times. They have the opportunity to help the county in Evergreen and all the other folks who rely on those jobs by opening the doors to potential jobs to attract jobs to the valley; that would benefit not only the Evergreen corridor but also the county as a whole. It would be a waterfall effect with everyone needing to eat, hire lawyers, shop, etc.

**No one else rising to speak, Chairman Holmquist closed the public hearing.**

Chairman Holmquist noted the commission would take a couple of days to consider comments and stated a decision would be made on Thursday's agenda at 11:00.

**1:00 p.m. Commissioner Holmquist: Health Board meeting @ Earl Bennett Building**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on December 18, 2013.

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## WEDNESDAY, DECEMBER 18, 2013

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

### NO MEETINGS SCHEDULED

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on December 19, 2013.

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## THURSDAY, DECEMBER 19, 2013

[Audiofile](#)

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

Chairman Holmquist led the Pledge of Allegiance.

**Chairman Holmquist opened public comment on matters within the Commissions' Jurisdiction, no one present to speak, Chairman Holmquist closed the public comment period.**

### **BI-MONTHLY MEETING W/ JED FISHER, WEED/ PARKS/MAINTENANCE**

#### **9:00:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Weed/ Parks and Maintenance Director Jed Fisher, Clerk Kile

Fisher met with the commission and summarized ongoing concerns pertaining to Sliter Park maintenance and the county's lease for the park; reviewed a request made to the Weed & Parks Board regarding 30-acres of land instead of cash-in-lieu for park purposes for Wettington Phase II Subdivision proposed west of town; spoke about the use of space heaters in county buildings and asked the commission to back him in banning their use.

After discussion, the commission unanimously agreed to support the request to ban the use of space heaters in county buildings.

In other business, he presented an update on the State Farm building improvements; spoke about improvements to be made at Records Preservation building; reported aquatic invasive species control is now completely a Fish/ Wildlife and Parks issue and will be supported on a case by case basis.

### **DOCUMENT FOR SIGNATURE: WAIVER PAGE/ CRESTVIEW 80 NO. 2**

#### **9:30:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Jason Bryan, Jeff Greenwell, Clerk Kile

Commissioner Krueger made a **motion** to approve the document for signature/ waiver page for Crestview 80 No. 2. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

### **BOARD APPOINTMENTS: LAND USE BOARDS**

#### **9:32:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planning & Zoning Office Manager Mary Fisher, Planning & Zoning Office Clerk Donna Valade, Clerk Kile

Commissioner Krueger made a **motion** to appoint Susan Haverfield and Russ Vukonich to the Columbia Falls City-County Planning Board. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Scott made a **motion** to appoint Gina Klempel, Ole Netteberg and Roger Noble to Flathead County Board of Adjustments. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Krueger made a **motion** to appoint Tim Calaway, James Heim, Ron Schlegel and Greg Stevens to the Flathead County Planning Board. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Scott made a **motion** to appoint Joseph Ruffolo to Helena Flats Land Use Advisory Committee. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

General discussion was held relative to boards that are not fully manned and potentially placing those boards at a dormant status.

Commissioner Scott made a **motion** to appoint Scot Hedstrom to Riverdale Land Use Advisory Committee. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Krueger made a **motion** to appoint Justin Ahuman, Paul McKenzie and Alan Wendt to West Valley Land Use Advisory Committee. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Scott made a **motion** to appoint Karen Reeves to Whitefish City-County Planning Board. Motion **died** for lack of a second.



**THURSDAY, DECEMBER 19, 2013**  
**(Continued)**

Commissioner Scott made a **motion** to appoint Koel Abell to Whitefish Lakeshore Protection Committee. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**MEETING W/ ANDERSON, ZURMUEHLEN & COMPANY RE: AUDIT FINDINGS**

**9:45:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk & Recorder Paula Robinson, Finance Director Sandra Carlson, Finance Technician Amy Dexter, Finance Technician Tamara Helmstetler, Anderson Zurmuehlen & Co. P.C. Stefani Freese, Clerk Kile

Stefani Freese, External Auditor with Anderson, Zurmuehlen & Company summarized the year ending June 30, 2013 Audit Report prepared for Flathead County. She reported Flathead County received an unmodified/clean opinion on financial statements. Also noted was no significant deficiencies or material weaknesses were received.

Carlson presented an overview of the report and commended her staff and county departments for their work in achieving no findings.

The entire audit report can be viewed at the following link: <http://www.flathead.mt.gov/finance/downloads.php?requestedsubfolder=Audit+Reports>

**MONTHLY MEETING W/ LISA SHEPPARD, AOA**

**10:00:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, AOA Director Lisa Sheppard, Clerk Kile

Sheppard reviewed the following monthly report with the commission.

Below are two tables, one for performance measures and one for workload indicators, showing FY 2013 actuals, FY 2014 targets, November 2013 totals and fiscal year-to-date totals. Some information is not yet available and will be reported in future months. Additional detail may be reported in the program sections below. Numbers highlighted in yellow have been revised since the last report.

The general target is 42%, keeping in mind that some numbers will be unevenly distributed throughout the year.

MEASURE	FY 2013 Actuals	FY 2014 Target	November 2013	Total Last Report	Total/Avg. to Date	% Target
# Receiving Independent Living Services	317	350	17	185	202	58%
# Receiving Meals on Wheels	349	373	21	256	277	74%
# of Seniors Receiving Congregate Meals	817	832	90	575	665	80%
# of Eagle Transit Dial-A-Ride Customers	368	470	46	472	518	110%
# of RSVP Volunteer Hours	40,468	32,000	2,414	11,154	13,568	42%
# of Public Outreach, Education, Media Efforts	35	48	7	21	28	58%
% of MOW/Ind. Living Recipients/Intake at Moderate to High Risk of Institutionalization	N/A	70%	82%	80%	N/A	117%
Per Meal Cost of Nutrition Services	\$6.08	\$6.00	\$5.71	\$4.83	\$5.71	95%
% of Annual Survey Respondents Who Indicate Overall Satisfaction with AOA Services	N/A	90%	N/A	N/A	N/A	N/A
Maximum # of Public Complaints About Transportation Services ( 5 per month, no more than 60 annually)	N/A	60	2	10	12	20%

WORKLOAD INDICATOR	FY 2013 Actuals	FY 2014 Target	November 2013	Total Last Report	Total/Avg. to Date	% Target
<b>Nutrition</b>						
Meals Served	76,893	78,000	6,732	27,256	33,988	44%
# Nutritional Assessments Conducted	not yet available	560	38	215	253	45%
<b>Transportation</b>						
Total Ride Count	93,833	96,000	7,552	31,715	39,267	41%
Dial-A-Ride Count	34,083	40,320	2,339	10,976	13,315	33%
City, Commuter and Other Ride Count	59,750	55,680	5,213	20,739	25,952	47%
<b>Information and Referral</b>						
Outreach, Info and Referral Contacts	15,896	16,300	2,157	6,169	8,326	51%
<b>Independent Living</b>						
Homemaker Units of Service	3,318	3,780	241	1,041	1,282	34%
Escorted Transportation Units of Service	1,845	1,768	156	604	760	43%
Respite Units of Service	2,742	2,932	278	810	1,088	37%
Community Support Units of Service	N/A	N/A	22	119	141	N/A
Medicare/Insurance Counseling Units of Service	not yet available	1,300	351	654	1005	77%
Monthly Ombudsman Visits	19	19	15	20	N/A	79%
<b>RSVP</b>						
Volunteers Recruited/Enrolled	493	500	4	482	486	97%
Volunteer Work Stations Developed and Maintained	59	60	82	82	82	137%
RSVP Newsletters Produced and Distributed	4	6	0	2	2	33%

**THURSDAY, DECEMBER 19, 2013**  
**(Continued)**

**AOA Administration**

***Budget***

- FY 2014: We anticipate completing our review of the FY 2014 budget in January and requesting any needed budget amendments at that time.
- IT is in the process of replacing 7 computers.

***State/Legislative Issues***

- Staff will submit a completed “desk evaluation” of AOA programs to DPHHS by 12/20/13 (extended deadline from 12/13/13).
- Lisa Sheppard and Office Administrator Kathi Kallis will attend the quarterly M4A meeting in Helena on 1/29-30/2014

***Building***

- **New building:** On 12/12/13 Lisa participated in the annual community needs assessment hearing and spoke about the continued need for a new building for AOA and the Kalispell Senior Center to meet the needs of the increasing numbers of seniors in Flathead County. Mike Pence included a new building for AOA and upkeep of the senior centers on the County's list of project priorities.
- **Kelly Road:** We received permission from the landlord to reconfigure office space upstairs should it be needed as we hire new staff.

***Advisory Council***

- The AOA Advisory Council and Finance Committee meetings were held on 11/14/2013 and a Council meeting only on 12/12/13.
- On 12/2/13, the Commissioners appointed new members whose terms will begin in January: Thomas Murphy, Sharla Hinman and Robert Cheney. The following current members were reappointed: Jennifer Crowley, Brenda Lynch and Michael Huekhang.
- There is one additional opening on the AOA Council as a member recently resigned. Applications are being accepted until 1/3/14 for this position.

***Governor's Conference on Aging – May 6-7, 2014 in Kalispell at the Red Lion Hotel***

- The AOA Council Conference Planning Committee and subcommittees are meeting regularly.
- Program and registration information will be available shortly.

***Outreach/Education/Media*** - Increased outreach is a goal in our Area Plan on Aging (Oct. 2011- Sept. 2015)

- The Whitefish Community Center is running a series on AOA services. Part 1 was published in the November 2013 newsletter
- On 11/8/13 Lisa presented on Eagle Transit and current and future transit needs in Flathead Valley as part of a Leadership Flathead panel titled “Transportation, Infrastructure and Energy.” Approximately 45 people were in attendance.
- On 11/11/13, Lisa distributed AOA/Meals on Wheels information at a showing of the film “A Place at the Table” at FVCC.
- On 11/19/13, volunteer Ruth Pomeroy provided fraud education titled “Are You Smarter than a Scam Artist?” to the Baptist Women's Connection. Thirty-four people attended and received pamphlets.
- On 11/21/13, Sue Holst presented about RSVP and the new ASSIST program to the Veterans' Provider Group. Approximately 30 people were in attendance.
- On 11/24/13 Lisa participated in an NPR interview about the Car Farm Program. The story, called “Cows, Veggies and Therapy” ran on 11/28/13.
- Susan Kunda presented to 15 students at a CNA class at FVCC.
- Lisa gives weekly brief presentations about AOA events and services every Wednesday morning at BNI.

***Eagle Transit***

- LSC Transportation Consultants completed the final draft of the new Five Year Transit Development Plan. We have hard copies for limited distribution. The plan will also be available on the Eagle Transit website.
- The Eagle Transit Advisory Board met on 12/5/13. The agenda included the status of the open positions, updates on Routematch, submission of the 1<sup>st</sup> quarter MDT report, and the Glacier Park Cooperative Agreement.
- Eagle Transit provided city bus and Dial-A-Ride service for about 122 people to the Christmas at Our House on Saturday 12/14/13.
- Glacier National Park
  - On 12/10/13 Commissioners signed the annual Glacier Park Cooperative Agreement effective 10/1/13-9/30/14.
  - The budget for the Glacier National Park cooperative agreement is due 1/10/13. The total budget amount for the agreement year 10/1/13-9/30/14 is \$800,000, which includes a 2.5% administrative fee as well as additional funds to complete end-of-season repairs and maintenance.
  - The Glacier Park Operations Lead position posted on 12/12/13 and will close on 1/2/14.

***Nutrition***

- We served **610** Thanksgiving meals (congregate plus home delivered) on 11/22/13.
- Educational materials are sent out monthly to all Meals on Wheels and nutrition sites. November materials focused on holiday food safety (proper cooking temperatures, how long food can be left out, safe cooking tips, etc.).
- AOA staff is in the process of conducting nutrition site annual evaluations. All but one have been completed.
- The Nutrition Subcommittee of the AOA Council meets on the third Tuesday of odd months. However, the Committee did not meet in November. The next meeting will be in January.

***I & R/Assistance***

- IT and AOA staff have completed testing of the new client database. It will “go live” the last week of December. The new database will allow us to gather, analyze and report on our clients and services in a much easier, more complete and more useful way. It will also allow us to quit using old machines and software that can no longer be maintained
- Medicare open enrollment ended on 12/7/13. Statistics will be available next month.
- “Pickleball Palooza” is coming to the Fairgrounds on January 18<sup>th</sup>! This is a collaborative effort between AOA, Flathead County Parks, the Fairgrounds and City of Kalispell Parks and Rec to bring a fun, easy, inexpensive exercise/social opportunity to seniors and people of all ages in the Flathead.
- Additional client data (as of 12/13/13):
  - 48% are rated at the highest risk of institutionalization in at least one category
  - 66% are at a high overall risk of institutionalization
  - 66% live alone (in comparison, 27.5 % of all Montana seniors live alone)
  - 51% have physical health issues that significantly increase their risk of institutionalization
  - 27% live on less than \$1000 per month
- 202 individuals are receiving Independent Living services. The average cost per person to receive those services is approximately \$1200 per year, which totals \$242,400 annually. The average cost to serve an individual in a nursing home is \$70,000 per year, which totals \$14,140,000 annually for those same 202 people. AOA services achieve potential savings of \$13,898,000 per year.

***RSVP***

- The RSVP Advisory Board met on 11/21/13. Officer elections were held. Members voted to change the board meeting time to the 3<sup>rd</sup> Wednesday of the month at 9:15. There will be no December meeting.
- RSVP staff nominated Sharon Bristow, RSVP Cribbage Coordinator, for the Governor's “Serve Montana” award. She has been involved with the innovative Cribbage program for the past 14 years and took over the leadership position in 2005.
- RSVP staff have been busy renewing memoranda of understanding with workstations, including Glacier gateway and Ruder Elementary Schools and the Klothes Kloset.
- The Governor's “Winter Ready” program is in full swing. 223 hat and mitten sets will be delivered to the Northwest MT Head Start program today. Baby blankets, bibs, etc. will be distributed now through January.
- RSVP volunteer Pat Gilbertson was featured in an article by the Daily Inter Lake on 12/1/13 for her work at the Whitefish Moose Lodge.

***Senior Mobile Home Repair***

- The Advisory meeting was held 12/10/13.
- 18 projects are in progress
- Funding:
  - \$1800 from Kalispell Rotary (and an invitation to present on 1/23/13)
  - \$250 from Church Women United
- From a very special thank you letter: “You are very special gentlemen and you improve and change the lives of seniors who live in mobile homes. Because of your integrity and outstanding service people can remain in their homes with dignity and security. Thank you. Thank you. Thank you.”

***Senior Centers*** - A primary AOA focus is outreach to area Senior Centers to build relationships, extend support, and explore new opportunities for partnership.

- Columbia Falls
  - On 12/6/13 the Center held a fundraiser in conjunction with the Nite of Lights. Unfortunately the city's festivities were canceled because of the extreme cold but the Center stayed open and served hot soup and chili and sold baked goods and crafts.
  - AOA staff attended the potluck in November.
- Whitefish
  - The Center held an open house on 12/12/13. Approximately 40 people attended. The quilt sale was successful and several new volunteers were recruited.
  - The Center has begun offering field trips and plans to focus on building this program in the New Year.
- Kalispell
  - The Center will hold its gift warp fundraiser at the Center this year as mall space is unavailable. Wrapping services will be available for a donation from 12/9/12-12/24/13, 1:00-5:00 every day except Sunday. KGEZ is advertising the project daily and ABC news came out to the center yesterday to interview them.
  - The Center has hired a contractor to finish the work on the house as members were not able to do so. They hope to be able to rent it out by February.

**THURSDAY, DECEMBER 19, 2013**  
**(Continued)**

**BI-MONTHLY MEETING W/ KIM CROWLEY, LIBRARY**

**10:30:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Library Director Kim Crowley, Clerk Kile

Crowley reviewed the following bi-monthly report with the commission.

On December 2<sup>nd</sup> Megan Glidden was hired as our full-time librarian for Programming and Outreach. Megan will be working closely with both Adult Services staff and Youth Services staff to design and present interactive programs for all ages. Megan began her career at the library as a volunteer 5 years ago. She was then hired as a ½ time youth services library assistant. While working for us she received a scholarship through the Montana state Library to pursue her Master's degree in Library and Information studies which she completed about 6 months ago. She has really jumped in with both feet and is helping plan on the brand launch activities for the week of January 13<sup>th</sup>.

We've also hired Patti Gregerson to replace Megan's former 20 hour Youth Services position. We're very excited to have her on board beginning the first of the year.

In order to focus more on programs and customer experience, we want to put more staff out on the floor for direct customer interactions. To accomplish this, we are automating more of our processes for ordering and receiving materials. Instead of individual selectors pouring over journals to select materials, we'll be getting selection lists provided by our vendors. Since we are primarily a popular materials library, this first pass at acquisitions provided by the vendor will be a great time-saver. Individual selectors will then tweak the lists to fit our needs before actually placing the orders.

We are also getting bids on pre-processing of our materials. Currently, we laminate books and repackage DVDs and add barcodes and spine labels to all of our items. With pre-processing, all items would arrive shelf-ready. This will save significant staff and volunteer time, which will be re-allocated to public, on-the-floor activities.

Beginning January 1<sup>st</sup> we will significantly automate our interlibrary loan processes. Currently, customers have three different means of providing us with ILL requests. On January 1<sup>st</sup>, we will only take requests through an automated system and staff will be on hand to help customers place these requests. And, we will no longer lend to other libraries or borrow for our customers any media items through ILL. This includes music CDs, DVDs, and audiobooks. We will continue, of course, to use our Partners Resource Sharing system to its fullest.

PARTNERS RESOURCES SHARING SYSTEM  
FCLS Items loaned to other libraries: 53,798  
Items borrowed from other libraries for FCLS: 65,215

INTERLIBRARY LOAN outside the PARNTER LIBRARIES  
Items loaned out of state numbers: 200  
Items borrowed from out of state: 308

We are frantically working on our new website to coincide with the launch of the new brand. We've hired Bigfork Web to do the work and are very pleased with the look and feel so far. It will be more interactive, more flexible and configurable than our current website. Beginning with the launch we will even have free streaming video available for library cardholders.

We received drawings and a draft budget back from CTA architects to redesign the interior of the current Columbia Falls branch library. The cost to do everything proposed as well as adding air conditioning will be about \$122,000. Rishara Finsel and I presented this to the Columbia Falls Library Association along with a letter from our library board chair, Al Logan, and asked the association to fund the remodel. This would be a perfect way to honor the intention of the bequest given by Mary S. Binsfeld to the CFLA for the Columbia Falls Library.

I'd like you to know how much we appreciate the work of Tammy Skramovsky. She met with two different groups of library staff to discuss FMLA parameters and demonstrated a great depth of expertise as well as a great deal of empathy for situations we may find ourselves in. We were all very impressed and grateful.

**FINAL PLAT: SUBDIVISION NO. 286/ FORMERLY KNOW AS SUBDIVISION NO. 285**

**10:45:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Alex Hogle, Clerk Kile

Hogle entered into record FFP 13-07; a final plat application for a two lot subdivision intended for commercial/ light industrial use located south of Kalispell on the east side of Highway 93. He noted preliminary plat approval was administratively granted with five findings of fact.

Commissioner Krueger made a **motion** to approve final plat of Subdivision No. 286. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**DOCUMENT FOR SIGNATURE: REQUEST FOR DECLARATION OF SURPLUS PROPERTY, WEED AND PARKS DEPARTMENT & SHERIFF'S OFFICE**

**10:52:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile

Chairman Holmquist read into the record the item to be declared surplus from the Weed & Parks Department is a 1986 Dodge pickup.

Commissioner Scott made a **motion** to approve the document for signature as stated. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Chairman Holmquist read into the record the items to be declared surplus for the Sheriff's Office include a 2001 and 2005 Polaris snowmobile.

Commissioner Scott made a **motion** to approve the document for signature as stated. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**THURSDAY, DECEMBER 19, 2013**  
**(Continued)**

**CONTINUATION OF BID AWARD: LEGAL ADVERTISING 2014**

**10:53:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Deputy County Attorney Tara Fugina, Clerk Kile

Commissioner Scott made a **motion** to award the 2014 legal advertising bid to The Daily Inter Lake. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**CONSIDERATION OF PRINTING BID: PLANNING & ZONING OFFICE**

**10:55:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Planning & Zoning Director B. J. Grieve, Clerk Kile

Chairman Holmquist read into the record that Advanced Litho Printing was the low bidder for 3 sets of 500 each business cards for \$87.00 for the Planning & Zoning Office.

Commissioner Scott made a **motion** to approve the print bid for the Planning & Zoning Office as stated. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**DOCUMENT FOR SIGNATURE: LANDFILL BUY/SELL AGREEMENT FOR FARRELL**

**10:48:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Clerk Kile

Commissioner Krueger made a **motion** to approve the document for signature/ landfill buy sell agreement for Farrell. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**DOCUMENT FOR SIGNATURE: ADG AGREEMENT FOR GRANDSTAND IMPROVEMENTS, FAIRGROUNDS**

**10:49:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Fairground Operations Manager Mark Campbell, Clerk Kile

Commissioner Scott made a **motion** to approve the ADG agreement for grandstand improvements. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**AWARD RFP: PRE-DISASTER MITIGATION PLAN, OES**

**10:50:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy OES Director Cindy Mullaney, Clerk Kile

Mullaney reported three proposals were reviewed and scored and stated Tetra Tech received the highest score.

Commissioner Krueger made a **motion** to authorize OES to move forward with contract negotiations with Tetra Tech. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**CONSIDERATION OF ADOPTION OF RESOLUTION: ESTABLISH INTERIM ZONING DISTRICT & REGULATIONS FOR EVERGREEN ENTERPRISE ZONING OVERLAY**

**11:00:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Planning & Zoning Director B. J. Grieve, Chuck Wilhoit, B. J. Lupton, Eric Mulcahy, Clerk Kile

Grieve noted the resolution is a follow up of the public hearing held on Tuesday in which three members of the public spoke in support of the proposal. He summarized the enterprise overlay zone proposed in Evergreen and noted if approved would be effective January 1, 2014.

Commissioner Krueger made a **motion** to adopt Resolution 2378. Commissioner Scott **seconded** the motion.

Commissioner Krueger thanked staff and the Evergreen community and stated anyone else who has ideas that would spur economic development in the community should come forward with their ideas and work with the Planning & Zoning Director.

Commissioner Scott echoed the earlier comments and added he is pleased to see this come together with the efforts of the community and thanked those involved.

**Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

RESOLUTION NO. 2378

WHEREAS, on June 20, 2013 the Board of Commissioners of Flathead County, Montana did pass Resolution #1663G that adopted the most recent version of the *Flathead County Planning and Zoning Office Administrative Fees and Fee Policies*, and that that document establishes the current administrative fees and fee policies for the Flathead County Planning and Zoning Office, including those for "publicly initiated" zoning applications; and



**THURSDAY, DECEMBER 19, 2013**  
**(Continued)**

WHEREAS, on October 17, 2013 the Flathead County Planning and Zoning Office did receive from the Evergreen Chamber of Commerce a request for a "publicly initiated" interim zoning district to temporarily overlay all existing B-2 General Business or B-3 Community Business zoning in the Willow Glen and Evergreen Zoning Districts along the Evergreen commercial corridor (see Exhibit A) with permitted use #25 from the existing I-1 Light Industrial zoning found in Section 3.27 of the Flathead County Zoning Regulations (see Exhibit B); and

WHEREAS, in conformance with the *Flathead County Planning and Zoning Office Administrative Fees and Fee Policies*, the request by the Evergreen Chamber of Commerce was forwarded to the Flathead County Planning Board for consideration, and on October 23, 2013 at a noticed public meeting, the Planning Board did unanimously vote to request that the Flathead County Commissioners direct the Flathead County Planning and Zoning Office to process the request from the Evergreen Chamber of Commerce; and

WHEREAS, on October 30, 2013, the Board of Commissioners of Flathead County, Montana did consider the request of the Flathead County Planning Board and did, upon a 2-0 vote, direct the Flathead County Planning and Zoning Office to process the request from the Evergreen Chamber of Commerce for an interim zoning district; and

WHEREAS, to that end, in conformance with 7-1-2121 M.C.A. and 76-2-206(3)(a) M.C.A., the Flathead County Planning and Zoning Office did prepare a Notice of Public Hearing stating the boundaries of the proposed district, the specific emergency compelling the establishment of the proposed interim zoning district and regulations, the general character of the proposed interim zoning district and regulations, and stating that the proposed interim zoning district and regulations are on file for public inspection at the office of the Flathead County Clerk and Recorder and for review on the Flathead County Planning and Zoning Office website; and

WHEREAS, on November 18, 2013 the Board of Commissioners of Flathead County, Montana did authorize the publication of the Notice of Public Hearing, and, in conformance with 7-1-2121 M.C.A., the notice did appear in the December 01, 2013 and December 08, 2013 editions of the Daily Interlake; and

WHEREAS, the Board of Commissioners of Flathead County, Montana did hold the legally noticed public hearing on December 17, 2013 at which the Commission gave the public an opportunity to be heard regarding the proposed establishment of the interim zoning district and regulations and three members of the public spoke in favor of the proposal, with no members of the public speaking in opposition to the proposal; and

WHEREAS, after closing the public hearing, the Commission did take two days to deliberate on and consider public comments on the proposed interim zoning district and regulation; and

WHEREAS, the Flathead County Planning and Zoning Office has initiated an investigation to identify the facts and circumstances of the emergency involving the general welfare of the Evergreen community upon which the proposed interim zoning is based, specifically the shift of retail and shopping land uses away from the Evergreen area and into the City of Kalispell and the need to quickly allow for a greater diversity of land uses that can utilize existing infrastructure to expand the economic base of the Evergreen area; and

WHEREAS the Flathead County Planning and Zoning Office has initiated an investigation by completing an inventory of land uses in the affected area, and this inventory will, in part, be used to assist in determining the overall impact to the Evergreen community of the proposed interim zoning at the end of one year.

NOW THEREFORE, BE IT RESOLVED, that to address the emergency that exists to the general welfare of the Evergreen area, to quickly expand the economic base of the Evergreen area from a focus primarily on retail and shopping in many areas to a greater diversity of land uses that can utilize existing public infrastructure as well as existing private commercial infrastructure along the Evergreen commercial corridor that is accessible, visible, and relatively affordable, the Flathead County Commissioners do hereby adopt the interim zoning district and regulation as set forth in Exhibits A and B attached hereto for a period of one year from the effective date of January 01, 2014.

Dated this 19<sup>th</sup> day of December, 2013.

BOARD OF COUNTY COMMISSIONERS  
Flathead County, Montana

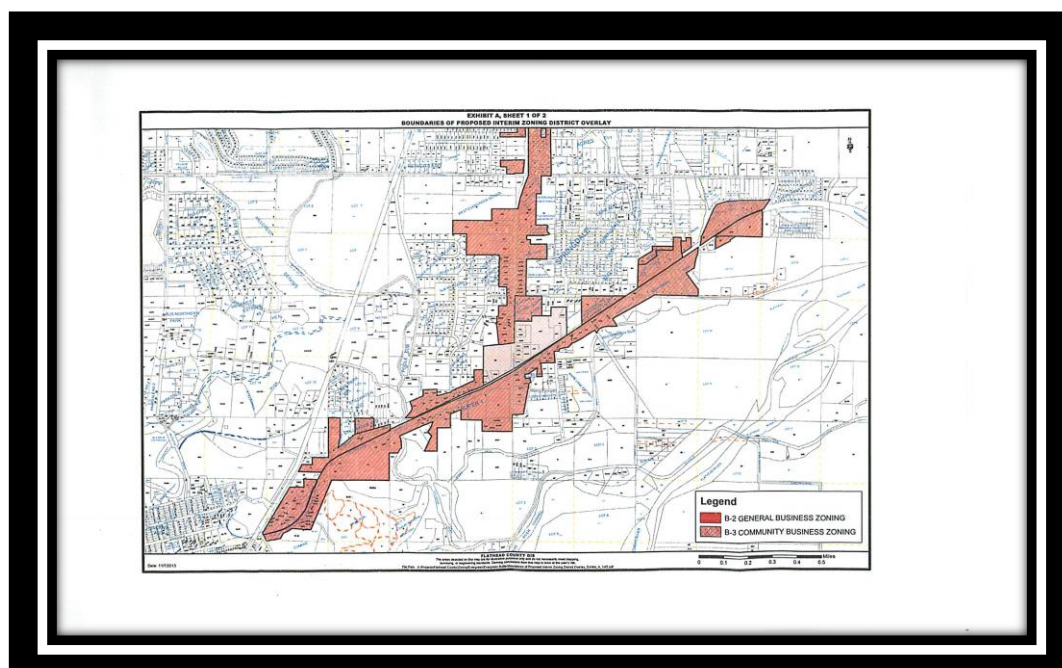
By/s/Pamela J. Holmquist  
Pamela J. Holmquist, Chairman

By/s/Gary D. Krueger  
Gary D. Krueger, Member

By/s/Calvin L. Scott  
Calvin L. Scott, Member

ATTEST:  
Paula Robinson, Clerk

By/s/Diana Kile  
Diana Kile, Deputy



**EXHIBIT A, SHEET 2 OF 2**  
**BOUNDARIES OF PROPOSED INTERIM ZONING DISTRICT OVERLAY**

**Legend**

- B-2 GENERAL BUSINESS ZONING
- B-3 COMMUNITY BUSINESS ZONING

**FLATHEAD COUNTY GIS**

The areas depicted on this map are for illustrative purposes only and do not necessarily meet mapping, surveying, or engineering standards. Deriving conclusions from this map is done at the user's risk.

Date: 11/7/2013  
File Path: X:\Inroads\Flathead County\Zoning\Evergreen\Evergreen Buffer\Boundaries of Proposed Interim Zoning District Overlay Exhibit A\_2of2.pdf

**Definition:**

**Permitted Use\*:**

- ### Bulk and Dimensional Requirements:

- \*Land uses permitted by the overlay will be subject to the Flathead County Zoning Regulations for purposes including, but not limited to, administration, interpretation, enforcement and placement. For purposes of interpreting requirements of the Flathead County Zoning Regulations that reference specific zones, (such as signage requirements, permitted accessory uses, etc.) the underlying B-2 or B-3 zone on the subject property shall be used. For purposes of interpreting requirements of the Flathead County Zoning Regulations that reference specific land uses, (such as parking and loading requirements, definitions of land uses, etc.) the individual land uses that are proposed on the subject property shall be used. At the end of the effective period of the overlay, land uses commenced in compliance with the overlay will be considered non-conforming uses and may continue per Section 2.07 of the Flathead County Zoning Regulations.

**THURSDAY, DECEMBER 19, 2013  
(Continued)**

**CONSIDERATION OF BIG MOUNTAIN VIEW RSID**

**11:05:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Hugh Reilly, Clerk Kile

Fugina explained due to the scope of the project being so large, and the considerable amount of time and resources that will be spent gathering information for the formal notice of intent, that preliminary approval from the commission is being sought before moving forward with the estimated \$1.19 million RSID.

Commissioner Krueger made a **motion** to authorize preliminary approval of Big Mountain View RSID. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**CONSIDERATION AND DOCUMENT FOR SIGNATURE: DORSEY & WHITNEY ENGAGEMENT LETTER/ BIG MOUNTAIN VIEW RSID**

**11:08:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Hugh Reilly, Clerk Kile

Fugina noted Dorsey & Whitney is the law firm chosen to use as bond council, as the County Attorney's office does not have the resources available to handle RSID's and bond sales of this nature. The contract is with the county, yet the costs associated with bond council are allowable costs and will be rolled into the RSID.

Commissioner Krueger made a **motion** to approve the document for signature/ engagement letter with Dorsey & Whitney, Big Mountain View RSID. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**CONSIDERATION OF H.R. TRANSMITTAL: ICMA CONTRIBUTION**

**11:09:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Clerk Kile

Skramovsky noted the document pertains to the contribution that goes into the County Administrators retirement account. The intent she pointed out is to match the PERS contribution.

Commissioner Krueger made a **motion** to approve the H.R. Transmittal/ ICMA contribution. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

**DISCUSSION RE: FORMATION OF DEMERSVILLE CEMETERY WORK GROUP**

**11:10:00 AM**

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Clerk & Recorder Paula Robinson, Recording Manager Monica Eisenzimer, Deputy Clerk Duana DeReu, Deputy Clerk Dianna Carson, Clerk Kile

Commissioner Scott explained the reason for the meeting today is to discuss forming a working group to address needs at the Demersville Cemetery.

General discussion was held relative to issues pertaining to maintenance, mapping, etc. at the county owned cemetery.

The commission unanimously agreed to move forward with the recommendation to form a working group for the Demersville Cemetery and to come back to the commission with a formal presentation.

**8:00 a.m. Commissioner Holmquist: Audit Committee meeting @ Courthouse 3<sup>rd</sup> Floor Conference Room**  
**12:00 p.m. Committee for a Better Bigfork meeting @ Methodist Church**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on December 20, 2013.

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**FRIDAY, DECEMBER 20, 2013**

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

**NO MEETINGS SCHEDULED**

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on December 23, 2013.

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